

Regional TABE Administrator
Site Report

Site observed: _____

1. Was the area the test was administered appropriate for test administration?
(away from outside distractions, appropriate lighting, etc.)

Yes No

If no, what should be changed? _____

2. Did the test administrator read the directions exactly as written in the manual?

Yes No

3. Did the test administrator time each section of the test accurately?

Yes No

4. Did the test administrator give accommodations appropriately if requested?

Yes No NA

5. Was the locator scored accurately?

Yes No

6. Were the appropriate levels of the TABE given to students?

Yes No

7. Was an accurate scale score determined?

Yes No

8. Did any test score out of accurate range?

Yes No

9. Has the test administrator been given instructions to be able to determine if this happens and what to do if it does?

Yes No

10. Were the tests stored securely?

Yes No

Would you recommend any further training for this administrator and if yes what?

Yes No
